

COMMITTEE FOR PUBLIC COUNSEL SERVICES

Boston, MA

DEPUTY CHIEF COUNSEL CHILDREN AND FAMILY LAW PROGRAM

The Committee for Public Counsel Services (CPCS) is the state agency in Massachusetts responsible for providing legal services to indigent persons in criminal and civil matters in which the state or federal Constitutions, state statute or case law require the appointment of counsel for any person who cannot afford to retain counsel. The agency provides representation on criminal, delinquency, youthful offender, child welfare, mental health, sexually dangerous person and sex offender registry cases, as well as, appeals and post-conviction cases related to those matters.

CPCS seeks applications for the position of Deputy Chief Counsel for the Children and Family Law Program (CAFL). The CAFL Program provides legal services to indigent parents and children on child welfare cases including care and protection proceedings (abuse and neglect/dependency cases), children in need of services cases, termination of parental rights cases, and any other non-delinquency proceedings in which a court may place a child in the care and custody of the state. The Program is based in Boston and maintains direct service staff offices in Salem and Springfield. CAFL also utilizes the services of approximately 900 private bar attorneys statewide.

The Deputy Chief Counsel for the Children and Family Law Program is a member of the senior management team that develops and implements agency fiscal, operational, human resource and legislative policies. The Deputy Chief Counsel is hired by the agency's fifteen-member governing board and reports to the Chief Counsel.

The Deputy Chief Counsel for the Children and Family Law Program is Responsible for:

- Children and Family Law staff offices located in Salem and Springfield. Each office is headed by an attorney-in-charge who reports to the Deputy Chief Counsel for CAFL. In addition to staff attorneys who provide direct legal services to parents and children on care and protection cases (abuse and neglect/dependency) and termination of parental rights cases, each office has a full time equivalent social worker and clerical support staff. The combined attorney staff in the two offices currently numbers twelve. It is anticipated that CPCS will add additional CAFL staff offices in other locations during this fiscal year.
- The Children and Family Law legal unit in Boston that provides support and oversight of the approximately 900 private attorneys who accept assignments on child welfare cases including Children in Need of Services cases. In FY04 private attorneys accepted 12,000 new child welfare assignments and provided services on 29,000 previously opened assignments.
- Certification training for private attorneys which includes a five-day trial panel training conducted four times per year and a 1-day annual appellate panel training.
- In-service training for the private bar and CAFL staff.
- The Children and Family Law Newsletter and CAFL Appellate Bulletin.

- The regional coordinator contracts with individual attorneys, who provide advice and technical assistance to private CAFL attorneys, act as local liaisons to the courts, social service agencies and bar associations, participate in CAFL training programs and schedule bench-bar meetings in their regions.
- The private attorney mentor program for newly certified child welfare attorneys.
- The Children and Family Law Trial Practice Manual.
- Support and oversight of the CAFL appeals panel. In FY04 private attorneys accepted 200 new assignments to parents and children on CAFL appeals and provided services on 400 previously opened CAFL appeals.
- CAFL performance standards, policies and procedures. Compliance with performance standards and complaint investigations.
- CAFL assignment and certification policies and the direct assignment of cases to attorneys on CAFL appeals.
- Private attorney billing oversight and court cost vendor billing oversight on CAFL cases in conjunction with the Deputy Chief Counsel of the Private Counsel Division.
- The CAFL content of the CPCS website.
- Program-wide planning.
- Twenty-six professional and support staff.
- Internal and external leadership of and advocacy for the CAFL Program.
- Fostering better knowledge and understanding of the child welfare practice in the legal profession.
- Periodic reports regarding the CAFL Program to the CPCS governing board.

Qualifications and Requirements:

Candidates must possess strong leadership skills and qualities, embrace the principle of zealous advocacy in the representation of indigent parents and children for whom there is a right to court-appointed counsel and have the ability to promote the provision of quality representation by private assigned counsel. Candidates must have strong analytical, interpersonal, communication, negotiation and decision-making skills. Candidates must have the ability to develop, support and mentor staff. Prior experience in a policy-making position which required data analysis is a plus. Candidates must have the ability to work with courts, state agencies and legislators. Significant management experience, including supervision of legal and support staff, is required.

Candidates must possess in depth knowledge of child welfare law and issues, must have ten years prior management experience, and be eligible to practice law in Massachusetts.

Salary: \$105,749

Please submit résumé and statement of interest to **Willie J. Davis, Chair, Committee for Public Counsel Services, 44 Bromfield Street, Boston, MA 02108** or fax to 617-988-8370 or email to dcc@publiccounsel.net. Applications should be submitted by **October 28, 2005**, but may be accepted until the position is filled.

For information on the Committee for Public Counsel Services, see www.mass.gov/cpcs.